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Memorandum for Holders-1  
USIB-D-5.1/40  
2 April 1976


UNITED STATES INTELLIGENCE BOARD

MEMORANDUM FOR HOLDERS OF USIB-D-5.1/40

SUBJECT : DCID No. 1/18, "Recognition of Exceptional  
Service to the U.S. Intelligence Community"

REFERENCE :a. USIB-D-5.1/40, 14 July 1975  
b. USIB-M-718, 1 April 1976, Item 2

Pursuant to Board action at its 1 April 1976 meeting,  
DCID No. 1/18, "Recognition of Exceptional Service to the U.S.  
Intelligence Community," has been declassified. Please make  
this change in all copies.

  
Executive Secretary

UNITED STATES INTELLIGENCE BOARD

MEMORANDUM FOR THE UNITED STATES INTELLIGENCE BOARD

SUBJECT : DCID No. 1/18, "Recognition of  
Exceptional Service to the U.S.  
Intelligence Community"

REFERENCE : USIB-D-5.1/38, 4 April 1975

1. Following coordination with USIB, the enclosed DCID No. 1/18 was approved by the Director of Central Intelligence as amended on 12 July 1975. It is circulated herewith for information and appropriate implementation.

2. Copies of this Directive will also be printed in the established DCID format and disseminated at an early date to holders of the "Intelligence Directives" Handbook.

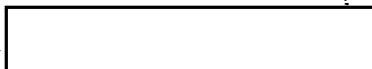


Executive Secretary

Enclosure

Exempt from general declassification schedule of E.O. 11652, exemption category 5B(2).  
Automatically declassified on:  
date impossible to determine.

Reg. Dist. Plus



See USIB-D-2.8/6 for Review  
Panel

DIRECTOR OF CENTRAL INTELLIGENCE DIRECTIVE NO. 1/18

RECOGNITION OF EXCEPTIONAL SERVICE TO THE  
U.S. INTELLIGENCE COMMUNITY

(Effective 12 July 1975)

1. Provision for honor and merit awards for exceptional service to the U.S. Intelligence Community is hereby established pursuant to the responsibilities assigned to the Director of Central Intelligence in NSCID No. 1 and to Public Law 83-763 which provides that the heads of departments and agencies may confer honor or monetary awards on those whose superior accomplishments or other personal efforts contribute to the efficiency, economy or other improvements of Government operations or who perform special acts or services in the public interest.

2. INTELLIGENCE COMMUNITY MEDALS AND AWARDS

Intelligence Community honor and merit awards to be conferred by the Director of Central Intelligence upon the recommendation of the United States Intelligence Board are as follows:

a. The National Intelligence Distinguished Service Medal may be awarded for distinguished meritorious service or achievement to the United States in a duty of great responsibility within the Intelligence Community, the outstanding accomplishment of which distinctly benefits the interests of the United States and constitutes a major contribution to the foreign intelligence mission of the Intelligence Community.

b. The National Intelligence Medal of Achievement may be awarded for especially meritorious conduct in the performance of outstanding service to the United States as a member of the Intelligence Community. The National Intelligence Medal of Achievement recognizes performance of an especially difficult duty in a clearly exceptional manner. The service being recognized must relate directly to the Intelligence Community's mission to provide the intelligence required for national policies and the national security.



c. The Intelligence Community Certificate of Distinction may be awarded for sustained superior performance of duty of high value to the Intelligence Community, or for a significant single act of special merit.

### 3. PRESIDENTIAL AWARDS

The foregoing listing of Intelligence Community awards is in addition to the following Presidential Awards for which personnel of the Intelligence Community also may be eligible:

The National Security Medal

The Presidential Medal of Freedom

The President's Award for Distinguished Federal Civilian Service

### 4. RELATION TO DEPARTMENTAL AND AGENCY AWARDS

a. The Intelligence Community medals and awards established in this Directive are intended to enable specific recognition of services of particular benefit to the United States in the execution of the Intelligence Community mission, and do not replace any of the medals and awards for which provision is made in departmental or agency regulations.

b. Normally, the same exceptional duty performance which results in the presentation of an Intelligence Community medal or award will not be the basis for a comparable medal or award by the individual organization to which the person receiving the award is assigned on a career basis, but such dual recognition is not precluded.

c. Provision for authority to wear decorations by military personnel and entry of such award on official records will be as determined by the individual Military Departments.

### 5. HONOR AND MERIT AWARDS BOARD

The United States Intelligence Board will serve as the Honor and Merit Awards Board for consideration of recommendations of the award of Intelligence Community medals. The

Executive Secretary of the United States Intelligence Board will maintain records of recommendations, actions taken and presentation of Intelligence Community Awards. The Director of Central Intelligence may, if he so elects, approve award of the Intelligence Community Certificate of Distinction without prior referral to the United States Intelligence Board.

6. PROCEDURES

a. Recommendations for Intelligence Community awards may be initiated at any level in any department or agency of the Intelligence Community.

b. Recommendations initiated in their respective organizations will be forwarded by the Deputy to the DCI for the Intelligence Community, the Deputy to the DCI for National Intelligence Officers or individual members of the United States Intelligence Board to the Executive Secretary of the USIB.

c. No particular format is prescribed, but each recommendation should include the following:

Title of the recommended award

Name, position title, grade and organizational assignment of the nominee

Inclusive dates of the time period to which the proposed award is applicable

A narrative description of the performance or service warranting the award

A proposed unclassified citation

Indication as to whether another award is being recommended within the particular department or agency to which the nominee is assigned for the same performance or service

The title and signature of the chief of the intelligence organization submitting the recommendation

7. PRESENTATION

Presentation of the National Intelligence Distinguished Service Medal and the National Intelligence Medal of Merit will be made by the Director of Central Intelligence, or, if circumstances prevent such, by the Deputy to the DCI for the Intelligence Community. Presentation of the Intelligence Community Certificate of Distinction will be made either by the Deputy to the DCI for the Intelligence Community or the head of the organization to which the person receiving the award is assigned.

  
W. E. Colby  
Director